

Fireworks: Fire Safety Fees

Firework Safety Fees must be remitted by the 20th of the preceding month. Failure to do so may result in a civil fine in accordance with 28.460 Sec. 10 (4)(a)(b)(c)

These instructions will show you how to submit your Fire Safety Fees for your Low Impact Registrations and/or Consumer Grade Fireworks Certificates.

(It is recommended that you use Google Chrome or Microsoft Edge as your internet browser for Accela.)

*****Low Impact Registrations expire on December 31st, yearly.
Consumer Certificates expire on April 30th, the following year.*****



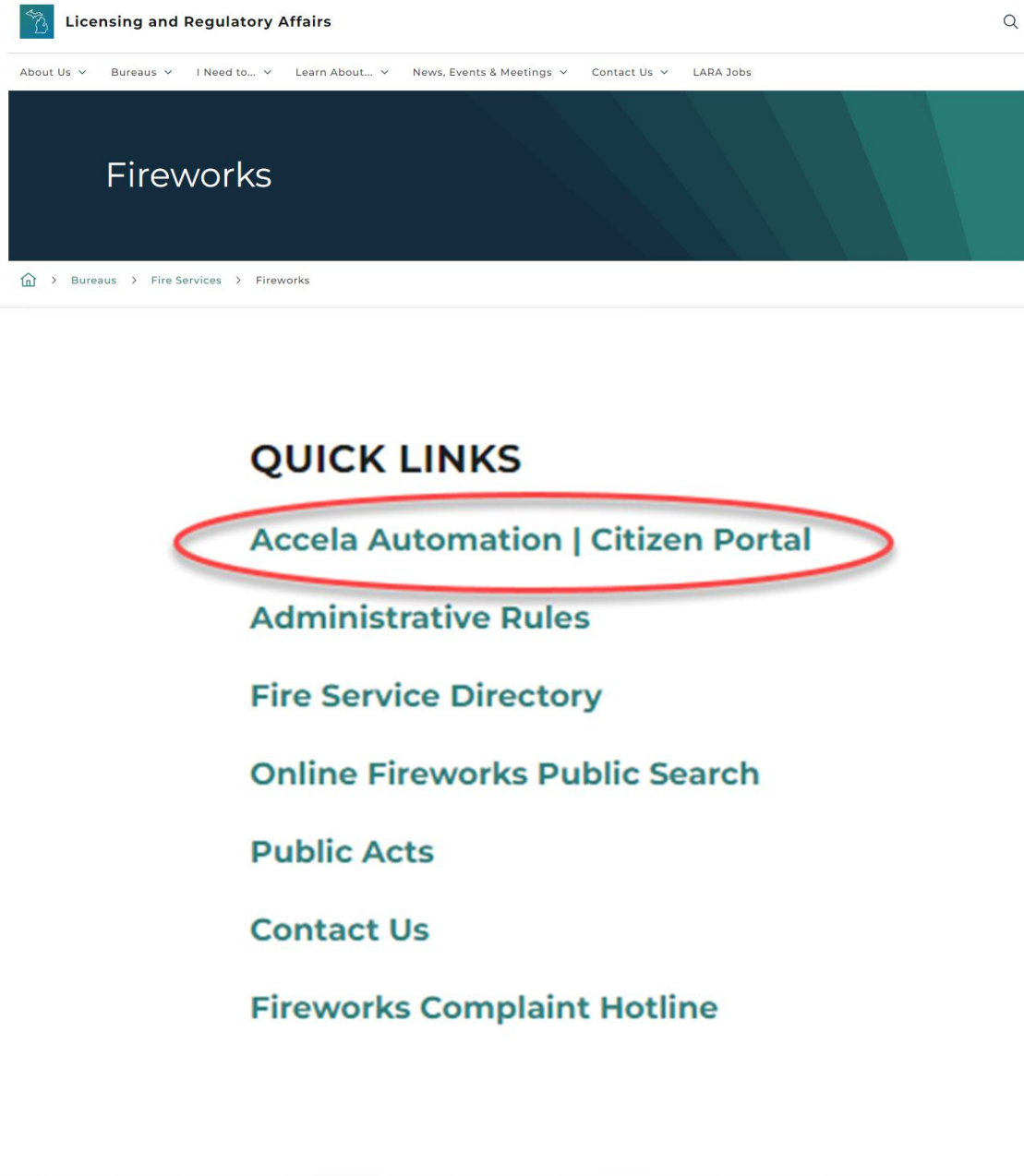
To get started, go to:

<https://www.michigan.gov/lara/bureau-list/bfs/fireworks>

Scroll down to the Quick Links section and click on

Accela Automation/Citizen Portal

OR [click here to go directly to Accela Automation Citizen Portal](#)



Once you click on the Accela Link, you will
Click the **Login** button in the upper right
corner of the screen and then enter:

User Name or E-mail & Password

Then click the **Sign In** button.

The screenshot shows the LARA website interface. At the top, the header includes the text "Department of Licensing and Regulatory Affairs" and a navigation bar with links: Home, Dashboard, Search, New, Express Payment, Link Existing License, and Help. In the upper right corner, there are links for "Announcements", "Register for an Account", and "Login", with the "Login" link circled in red. Below the header, there is a list of instructions for users, including links for "CREATE AN ACCOUNT", "RENEW A LICENSE", and "CHANGE AN ADDRESS". A search bar labeled "First Last or License #" is located on the right side. Below the search bar, there is a navigation bar with links: Home, BCC Licenses, BCC Permits, Plan Review, Fire Services, OLSR, Device Permits, and Service Request. Underneath this is an "Advanced Search" section. The main content area is titled "Sign In" and contains two input fields: "USER NAME OR E-MAIL: *" and "PASSWORD: *". Below these fields is a link for "Forgot Password?". At the bottom of the sign-in section, there is a blue "Sign In" button, which is pointed to by a red arrow.

Department of Licensing and Regulatory Affairs

Home Dashboard Search New Express Payment Link Existing License Help

Announcements Register for an Account **Login**

- To apply for a license, you must have an account. Licenses CANNOT be renewed more than 90 days prior to the license expiration date.
- If you are here to renew a license and have an address change, you must login to your account to change the address prior to renewing.
- To renew a license that is linked to your account, sign in to your account and click "My Records" and then "Renew Application".
- Click HERE to link a license to your account
- Click HERE to view all instructions/FAQs
- Click the links below for instructions to
 - CREATE AN ACCOUNT
 - RENEW A LICENSE
 - CHANGE AN ADDRESS (make address changes before submitting renewal)
- If you are here to verify a license, click HERE

First Last or License #

Home BCC Licenses BCC Permits Plan Review Fire Services OLSR Device Permits Service Request

Advanced Search

Sign In

USER NAME OR E-MAIL: *

PASSWORD: *

[Forgot Password?](#)

Sign In

Once you are logged in, this will be what the Home screen looks like.

Click on the **Fire Services** tab.

LARA
Department of Licensing and Regulatory Affairs

Home Dashboard Search + New Express Payment Link Existing License Help

Announcements Logged in as: Collections (0) Cart (0) Account Management Logout

- To apply for a license, you must have an account. Licenses CANNOT be renewed more than 90 days prior to the license expiration date.
- If you are here to renew a license and have an address change, you must login to your account to change the address prior to renewing.
- To renew a license that is linked to your account, sign in to your account and click "My Records" and then "Renew Application".
- Click [HERE](#) to link a license to your account
- Click [HERE](#) to view all instructions/FAQs
- Click the links below for instructions to
 - CREATE AN ACCOUNT
 - RENEW A LICENSE
 - CHANGE AN ADDRESS (make address changes before submitting renewal)
- If you are here to verify a license, click [HERE](#)

First Last or License #

Home BCC Licenses BCC Permits Plan Review **Fire Services** OLSR Device Permits Service Request

Dashboard My Records My Account Advanced Search

Hello,

Saved in Cart (0) View Cart

There are no items in your shopping cart right now.

My Collection (0) View Collections

You do not have any collections right now.

Click on:
Create/Amend an Application/Record

Home BCC Licenses BCC Permits Plan Review **Fire Services** OLSR Service Request

Create/Amend an Application/Record Search Applications

Records

Showing 1-10 of 28 | Download results | Add to collection | Add to cart

<input type="checkbox"/>	Action	Facility/Cert./Record Number	Date	Record Type	Description	Facility/ Name
--------------------------	--------	------------------------------	------	-------------	-------------	----------------

Check the box to accept the
General Disclaimer.

Click **Continue Application**

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) **[Fire Services](#)** [OLSR](#) [Service Request](#)

Create/Amend an Application/Record [Search Applications](#)

Online Application

Welcome to LARA's Online Permitting System. Using this system you can submit and update information, pay fees, convenience of your home or office, 24 hours a day.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before

way be deemed to constitute legal notice to the Agency or any of its agencies, officers, employees, agents, or representatives, with respect to any existing or potential claim or cause of action against the Agency or any of its agencies, officers, employees, agents, or representatives, where notice to the Agency is required by any federal, state or local laws, rules or regulations.

☒ I have read and accepted the above terms.

Continue Application »

Click on the dropdown for:
Fireworks Sales Report

Click on: **Retailer Fireworks Sales
Report & Safety Fees**

Click on: **Continue Application**

Home BCC Licenses BCC Permits Plan Review **Fire Services** OLSR Service Request

Create/Amend an Application/Record Search Applications

Select a Record Type

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us.

- ▶ Aboveground Storage Tanks
- ▼ Fireworks Sales Report
 - ☐ Retailer Fireworks Sales Report & Safety Fees
- ▶ Underground Storage Tanks
- ▶ Add Facility to My Records Storage Tanks
- ▶ Release Report Underground Storage Tanks
- ▶ Fireworks Cancellation
- ▶ Fireworks Consumer
- ▶ Fireworks Low Impact
- ▶ Field Services Facility Inspections
- ▶ FireServices

Continue Application »

Click: **“Select from Account”** to select the mailing address for the certificate holder. Here, you may update the company name, mailing address, phone number, or email of the certificate holder.

Enter the month and year for which you are reporting fees.

Click: **Continue Application**

Retailer Fireworks Sales Report & Safety Fees

1 Step 1 2 Review 3 Pay Fees 4 Record Issuance

Step 1: Step 1 > Page 1

As a Fireworks Retailer operating in Michigan you are responsible for collecting and submitting Fireworks Safety Fees. As a Fireworks Retailer you must remit Fire Safety Fees on all sales of Consumer and Low Impact Fireworks no more than 20 days after the end of each month starting with the month the Certificate is issued or the registration is submitted. This requirement continues until the Certificate and or the Low Impact Registration expires or is cancelled. You are also required to report zero sales no more than 20 days after the end of each month starting with the month the Consumer Certificate is issued and or the Low Impact Registration is submitted. All Sales Reports MUST be submitted in Accela creating an "SFR" record. The record number will be 2019-SFRxxxxx. First 4 digits are the Fireworks Year, the "SFR" is an acronym for Safety Fee Report and xxxxx are 5 numeric digits representing the number of records submitted/created so far in the Accela Fireworks system.

* indicates a required field.

Certificate Holder

To add new contacts, click the **Select from Account** button or Add New button. To edit a contact, click the Edit link.

Select from Account Add New Contact

Month & Year

REPORT INFORMATION

* Month Reporting For: --Select--

* Year of Month Reporting For: --Select--

Save and resume later

Continue Application »

Click on: Add a Row

[Home](#)
[BCC Licenses](#)
[BCC Permits](#)
[Plan Review](#)
[Fire Services](#)
[OLSR](#)
[Service Request](#)

[Create/Amend an Application/Record](#)
[Search Applications](#)

Retailer Fireworks Sales Report & Safety Fees

1 Step 1
2 Review
3 Pay Fees
4 Record Issuance

Step 1: Step 1 > Page 2

* indicates a required field.

Sales Entry Table

SALES REPORT INFORMATION

Showing 0-0 of 0

Certificate # or Registration #	Low Impact # ONLY	Sales Month Reporting	Certificate Year	Is this a permanent structure?	Certificate/Registration Type	Address	City	State	Zip Code	County	Township	Gross Sales Amount Reported	Gross Safety Fee	Discount	Fire Safety Fee Due	MI Sales Tax License #
No records found.																

Add a Row
Edit Selected
Delete Selected

Save and resume later
Continue Application »

Enter the certificate number, the gross sales amount, and MI Sales Tax License number and the rest should auto-fill.

Scroll down and click: **Submit**

SALES REPORT INFORMATION

* Certificate # or Registration #: ?

Certificate Year: --Select--

Address:

Zip Code:

* Gross Sales Amount Reported:

Fire Safety Fee Due: ?

Low Impact # ONLY:

Is this a permanent structure?: ?
☐ Yes ☐ No

City:

County:

Gross Safety Fee:

* MI Sales Tax License #:

Sales Month Rep
--Select--

Certificate/Regis
--Select--

State:

Township:

Discount:

Submit Cancel

You will need to scroll down to see the Submit button

If you have multiple certificates that you are entering safety fees for that specific month, click: **Add a Row** & fill out the next certificate's information.

If you only have one location to report, click: **Continue Application**

Home BCC Licenses BCC Permits Plan Review **Fire Services** OLSR Service Request

Create/Amend an Application/Record Search Applications

Retailer Fireworks Sales Report & Safety Fees

1 Step 1 2 Review 3 Pay Fees 4 Record Issuance

Step 1: Step 1 > Page 2

* indicates a required field.

Sales Entry Table

SALES REPORT INFORMATION

Showing 1-1 of 1

	Certificate # or Registration #	Low Impact ONLY	Sales Month Reporting	Certificate Year	Is this a permanent structure?	Certificate/Registration Type	Address	City	State	Zip Code	County	Township	Gross Sales Amount Reported	Gross Safety Fee	Discount	Fire Safety Fee Due	N S T L #
<input type="checkbox"/>	ct0047		January	2023	No	Consumer Temporary	123 TEST	LANSING	MI	48820	CLINTON		100	6	0	6	97

Create/Amend an Application/Record Search Applications

Retailer Fireworks Sales Report & Safety Fees

1 Step 1 2 Review 3 Pay Fees 4 Record Issuance

Step 2 : Review

Save and resume later

Continue Application »

Sales Entry Table

SALES REPORT INFORMATION

Edit

Certificate # or Registration #	Low Impact # ONLY	Sales Month Reporting	Certificate Year	Is this a permanent structure?	Certificate/Registration Type	Address	City	State	Zip Code	County	Township	Gross Sales Amount Reported	Gross Safety Fee	Discount	Fire Safety Fee Due	MI Sales Tax License #
ct00171		January	2023	No	Consumer Temporary	123 TEST	LANSING	MI	48820	CLINTON		100	6	0	6	98-7654321

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

☒ By checking this box, I agree to the above certification.

Date: 02/10/2023

Save and resume later

Continue Application »

Check the box at the bottom of the page to certify that all information is correct and click: **Continue Application**

Click: Check Out

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) **[Fire Services](#)** [OLSR](#) [Service Request](#)

[Create/Amend an Application/Record](#)

[Search Applications](#)

Retailer Fireworks Sales Report & Safety Fees

1 Step 1

2 Review

3 Pay Fees

4 Record Issuance

Step 3: Pay Fees

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. Enter quantities where applicable. The following screen will display your total fees.

Application Fees

Fees	Qty.	Amount
Safety Fee	<input type="text"/>	<input type="text"/>

TOTAL FEES::

Note: This does not include additional inspection fees which may be assessed later.

Check Out »

Continue Shopping »

Click: **Checkout**

Note that a “TMP” record is created prior to payment. These records will auto-delete if the payment portion is not completed by midnight on the same day that it was created.

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) [Fire Services](#) [OLSR](#) [Service Request](#)

[Dashboard](#) [My Records](#) [My Account](#) [Advanced Search](#)

Cart

1 Select item to pay

2 Payment information

3 Receipt/Record issuance

Step 1: Select item to pay

Click on the arrow in front of a row to display additional information. Items can be saved for a future checkout by clicking on the Edit cart and Choosing Pay Later link.

PAY NOW

You are required to pay all fees that have been assessed during the application process prior to staff reviewing your application. If you are unable to pay now see the Pay Later section below.

No Address

1 Application(s) | \$6.00

▶ Retailer Fireworks Sales Report & Safety Fees
23TMP-000060

Total due: \$6.00

Total amount to be paid: \$6.00
Note: Application fees are non-refundable.

Checkout »

Edit Cart »

Continue Shopping »

Click:
Pay by Electronic Check
Or Pay by Credit Card

Click: Next

LARA
Department of Licensing and Regulatory Affairs

MICHIGAN.GOV
Michigan's
Official
Website

Payment Method

MI Permit Lic Plan Review

Welcome to the CEPAS Payment Module for MI Permit License Plan Review.

This process is being used as a secure means of processing online payments 24 hours a day, seven days a week.

Payment may be made using a valid Credit or Debit card (Visa, MasterCard, Discover, or American Express) or an electronic check.

In order to make a payment, please select 'Next' below.

* Indicates required field

Choose method of payment

☐ Pay by electronic check

* Account Type: Personal

☒ Pay by credit card

VISA

MasterCard

Discover

American Express

Back

Next

Exit

Important Information Regarding Debit Blocks

Some financial institutions offer a service referred to as "Debit Blocking" or "Debit Filtering" to their business account owners to prevent unauthorized debits (withdrawals) posting to their accounts. If an account has a debit block or filter, any unauthorized debit transaction will be returned unpaid. Most financial institutions offer the option of authorizing certain debits by providing specific information about the transactions to be authorized.

If you have a Debit Block or Filtering service on your account you must access your Debit Block or Filtering settings or contact your financial institution and have the ACH transactions identified with the Company ID **9044030366** authorized to debit your account. Failure to make these arrangements will result in your payment being returned unpaid.

Check Payment Screen

Depending on if you clicked on Electronic Check or Credit Card, these are the screens you will see.

Fill out all the highlighted fields and then Click: **Next**

* Indicates required field

Billing Address

☐ Use Business Name

*First Name:

M.I.:

*Last Name:

Street Line 1:

Street Line 2:

City:

State:

Zip:

Country:

Phone:

*E-Mail:

Payment Details

*Payment Amount: 1250.00 USD

Payment Date:

Your account will be debited in 1 to 3 days from the date identified. If your payment date falls on a non-banking day your payment will be executed on the next available banking day. Current date payments received after 9:59 PM ET will be executed on the next valid banking day.

Payment Method

*Name On Account:

*Account Number: [What's This?](#)

*Re-Type Account Number:

*Routing Number: [What's This?](#)

*Account Type: ☒ Checking ☐ Savings

OR

Credit Card Payment Screen

* Indicates required field

Billing Address

☐ Use Business Name

*First Name:

M.I.:

*Last Name:

Street Line 1:

Street Line 2:

City:

State:

Zip:

Country:

Phone:

*E-Mail:

Payment Details

*Payment Amount: 1250.00 USD

Payment Method

*Name on Card:

*Card Number:

*Expiration Date:

*Card Verification Value(CVV2): [What's This?](#)

Click: **Pay Now**

(Note that the most common reason for a “**failed verification**” is because the zip code does not match what is on file with the cardholder’s card company. Please verify that information with your card company if needed.)

Payment Review

MI Permit Lic Plan Review

To confirm your payment information, click on "Pay Now" in the box below.

If you have entered a valid email address, a confirmation email will be received from noreply@fiserv.com.

Address

Billing Address:

Payment Method

VISA

Payment Amount

Amount: 1000.00 USD

Total: 1000.00 USD

[Back](#) [Pay Now](#) [Exit](#)



FIRE SERVICES

Once you have paid, you will be directed to a Receipt page that will state that your submittal has been successfully received.

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) [Fire Services](#) [OLSR](#) [Service Request](#)

[Dashboard](#) [My Records](#) [My Account](#) [Advanced Search](#)

1 Select item to pay

2 Payment information

3 Receipt/Record issuance

Step 3 : Receipt/Record issuance

Receipt

Your submittal has been successfully received.

Scroll to the bottom of the page and see the record number of your safety fee payment(s).

Print Plan Review Summary/Invoice

No Address

2023-SFR00011

View Summary

Print Plan Review Summary/Invoice

If you have any questions or concerns, please
do not hesitate to contact us at:
fireworks@michigan.gov

Thank You!